

Secretary or Chief Executive Expenses, Gifts and Benefits Disclosure - summary & sign-off*

Organisation Name*	New Zealand Symphony Orchestra
Secretary or Chief Executive**	Barbara Glaser
Disclosure period start***	1 January 2025
Disclosure period end***	30 June 2025
Agency totals check	Data and totals have not yet been checked and confirmed for any sheet
Secretary or Chief Executive approval****	This disclosure has been approved by the Departmental Secretary or Chief Executive
Other sign-off*****	Director Finance & Corporate Services

This summary page updates automatically from the 'Travel', 'Hospitality', 'All other expenses', and 'Gifts and benefits' tabs.

Throughout this workbook, input cells are shaded light green.

Summary of expenses	Cost in NZ\$	GST inc / exc		Gifts and benefits	Count
Travel expenses	\$6,030.71	Figures exclude GST		Number offered	0
Hospitality	\$1,473.54	Not yet indicated		Number accepted	0
Other expenses	\$15,451.37	Not yet indicated		Number declined	0
International Travel	\$0.00	Figures exclude GST			
Domestic Travel	\$5,416.15	Figures exclude GST			
Local Travel	\$614.56	Figures exclude GST			
Notes					
* Headings on following tabs will pre populate with what you enter on this tab					
** Create a new workbook for a new or Acting Departmental secretary or Chief Executive					
*** Update if a shorter or different period is covered					
**** This disclosure must be approved by the Departmental secretary or Chief Executive and another appropriate party, e.g. Board Chair, Chief Financial Officer or Audit and Risk					

Public Service Secretary or Chief Executive Expense Disclosure	
Organisation Name	New Zealand Symphony Orchestra
Public Service Secretary or Chief Executive	Barbara Glaser
Disclosure period start	1 January 2025
Disclosure period end	30 June 2025
GST on costs	Figures exclude GST
Agency totals check	

International, domestic and local travel expenses

All expenses incurred by Public Service secretary or chief executive during international, domestic and local travel. Group expenses relating to each trip.

International Travel (including travel within NZ at beginning and end of overseas trip)				
Date(s)*	Cost in NZ\$**	Purpose of travel (e.g. attending XYZ conference for 3 days)***	Type of expense (e.g. hotel, airfares, taxis, meals & for how many people)	Location(s)
Subtotal - international travel		\$0.00	Check - there are no hidden rows with data	Check - each entry provides sufficient information

Domestic Travel (within NZ, including travel to and from local airport)				
Date(s)*	Cost in NZ\$	Purpose of travel (e.g. visiting district office for two days...)***	Type of expense (e.g. hotel, airfares, taxis, meals & for how many people)	Location(s)
5 May 2025	\$468.82	Wlg-Akl Mana Moana Concert	Airfares	Auckland
30 January 2025	\$267.65	Air NZ Wlg-AKLfilling acting CE role	Airfares	Auckland
26 January 2025	\$198.09	Air NZ Akl-Wlg - filling acting CE role	Airfares	Wellington
23 January 2025	\$175.48	Air NZ Wlg-Akl - filling acting CE role	Airfares	Auckland
20 January 2025	\$198.09	Air NZ Akl-Wlg - filling acting CE role	Airfares	Wellington
16 January 2025	\$180.70	Air NZ Wlg-Akl - filling acting CE role	Airfares	Auckland
12 January 2025	\$206.78	Air NZ Akl-Wlg - filling acting CE role	Airfares	Wellington
10 February 2025	\$147.70	Jetstar Akl Wlg - filling acting CE role	Airfares	Wellington
12 February 2025	\$85.28	Jetstar Wlg-Akl - filling acting CE role	Airfares	Auckland
27 February 2025	\$114.61	Air NZ Akl-Wlg - filling acting CE role	Airfares	Wellington
5 February 2025	\$305.91	Air NZ -Wlg-Akl - filling acting CE role	Airfares	Auckland
24 February 2025	\$224.17	Air NZ Wlg-Akl - filling acting CE role	Airfares	Wellington
24 February 2025	\$489.23	Wlg-Akl-Wlg - filling acting CE role	Airfares	Auckland
29 March 2025	\$600.91	Wlg-Akl-Chc-Wlg - to attend Picture at an Exhibition	Airfares	Christchurch
3 April 2025	\$372.81	Wlg-Akl-Wlg - filling acting CE role	Airfares	Auckland
27 February 2025	\$25.30	Wlg-Akl-Wlg - filling acting CE role	Airfares	Auckland
1 May 2025	\$154.12	Wlg-Akl - acting CE role	Airfares	Auckland
12 April 2025	\$428.24	Wlg-Akl-Wlg - filling acting CE role	Airfares	Auckland

1 May 2025	\$217.40	Akl-Wlg - filling acting CE role	Airfares	Auckland
10 May 2025	\$250.01	Wlg-Akl May25 - acting CE role	Airfares	Auckland
24 May 2025	\$304.85	Wlg-Chc-Akl - to attend concert	Airfares	Christchurch

Subtotal - domestic travel	\$5,416.15	Check - there are no hidden rows with data	Check - each entry provides sufficient information
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Local Travel (within City, excluding travel to airport)				
Date(s)*	Cost in NZ\$	Purpose of travel (e.g. meeting with Minister)***	Type of expense (e.g. taxi, parking, bus)	Location(s)
Parking				
17 January 2025	\$20.87	Auckland Transport - Meeting with Board members	Parking	Auckland
24 January 2025	\$20.87	Auckland Transport - Meeting with Board members	Parking	Auckland
31 January 2025	\$20.87	Auckland meeting with Board Chair re office space	Parking	Auckland
3 May 2025	\$35.54	Parking Mana Moana Concert	Parking	Auckland
8 April 2025	\$13.04	Meeting with Chair	Parking	Auckland
Taxis				
3 February 2025	\$29.38	Uber - 03Feb Board Meeting	Taxi	Auckland
27 March 2025	\$8.45	Uber - 27Mar Pictureas at an Exhibition	Taxi	Auckland
30 March 2025	\$29.69	Uber - 30Mar Pictures at an Exhibition	Taxi	Auckland
3 April 2025	\$64.68	Uber - 03Apr Wellington & Auckland Beyond the Baton	Taxi	Wellington
11 April 2025	\$34.55	Uber - 11Apr & 12Apr Pinnacle	Taxi	Auckland
30 April 2025	\$46.87	Uber - 30Apr Mana Moana	Taxi	Auckland
5 May 2025	\$49.67	Taxi post Auckland fundraiser	Taxi	Auckland
30 May 2025	\$34.93	Uber - Echoes of Home	Taxi	Auckland
30 May 2025	\$61.40	Uber - Mana Moana	Taxi	Auckland
30 May 2025	\$86.63	Uber - Legends	Taxi	Auckland
6 April 2025	\$57.12	Taxi after Auckland Fundraiser	Taxi	Auckland
Subtotal - local travel				
	\$614.56	Check - there are no hidden rows with data	Check - each entry provides sufficient information	

Total travel expenses	\$6,030.71
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Notes

* Any non-standard date format or date outside 1 July - 30 June will raise an alert. Check entry and select 'Yes' to accept/continue.

** Note that GST may not apply to overseas purchases.

*** Please include sufficient information to explain the trip and its costs including destination and duration.

Insert additional rows as needed: right click on a row number (left of screen) and select Insert - this will insert a row above selected row.

Group expenditure relating to each overseas trip.

Subtotals and totals will appear automatically once you put information in rows above.

Mark clearly if there is no information to disclose - provide a note to this effect in the 'Date' column (column A) for each travel category (local, domestic and international).

Public Service Secretary or Chief Executive Expense Disclosure				
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Disclosure period start	1 January 2025			
Disclosure period end	30 June 2025			
GST on costs				
Agency totals check				
Hospitality Offered to Third Parties*				
All hospitality expenses provided by the Public Service secretary or chief executive in the context of their job to anyone external to the Public Service or statutory Crown entities.				
Date(s)**	Cost in NZ\$	Purpose of hospitality (e.g. hosting delegation from China, building relationships, team building)	Type of expense (what and for how many e.g. dinner for 5)	Location(s)
Meals/Coffee				
22-Jan-25	\$66.96	Pickle & Pie - hand over lunch with outgoing CE	Lunch Meeting	Wellington
11 February 2025	\$15.65	Meet and greet with 3 donors	Coffee	Wellington
26 February 2025	\$86.09	Meet with staff members 3pax	Lunch Meeting	Wellington
3 March 2025	\$91.28	Meeting with ELT members 3pax	Lunch Meeting	Wellington
20 March 2025	\$95.65	Meeting with sponsors 3pax	Lunch Meeting	Wellington
27 March 2025	\$261.16	Dinner with Conductor and artist 5pax	Dinner	Wellington
10 April 2025	\$523.53	Dinner with Artist and family 6pax	Dinner pre concert	Wellington
14 April 2025	\$17.83	Coffee - NMC RNZ	Coffee	Wellington
1 May 2025	\$45.30	Meeting with ELT members 3pax	Breakfast	Wellington
5 May 2025	\$9.72	Meeting with sponsor 2pax	Coffee	Wellington
9 May 2025	\$260.37	Meet with Artist 4pax	Dinner	Wellington
Total hospitality expenses	\$1,473.54	Check - there are no hidden rows with data	Check - each entry provides sufficient information	
Notes				
* Third parties include people and organisations external to the public service or statutory Crown entities.				
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Insert additional rows as needed: right click on a row number (left of screen) and select Insert - this will insert a row above selected row.				
Total cost will appear automatically once you put information in rows above.				
Mark clearly if there is no information to disclose - provide a note to this effect in the 'Date' column (column A).				

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Disclosure period start	1 January 2025			
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GST on costs				
Agency totals check				
All Other Expenses				
<i>All other expenditure incurred by the Public Service secretary or chief executive that is not travel, hospitality or gifts. Include e.g. phone and data costs, subscriptions, membership fees, conference fees, professional development costs, books and anything else.</i>				
Date(s)*	Cost in NZ\$	Purpose of expense (e.g. subscription part of employment agreement, development as agreed with PSC)	Type of expense (e.g. phone and data costs, membership fees)	Location(s)
1 January 2025	\$47.40	Telephone Allowance Jan25	Phone	Wellington/Auckand - online
1 February 2025	\$72.92	Telephone Allowance Feb25	Phone	Wellington/Auckand - online
1 March 2025	\$72.92	Telephone Allowance Mar25	Phone	Wellington/Auckand - online
1 April 2025	\$72.92	Telephone Allowance Apr25	Phone	Wellington/Auckand - online
1 May 2025	\$80.21	Telephone Allowance May25	Phone	Wellington/Auckand - online
25 January 2025	\$1,590.00	Wellington Accommodation 12/1/25-25/1/25 - filling acting CE role	Accommodation	Wellington
8 February 2025	\$1,590.00	Wellington Accommodation 26/1/25-8/2/25 - filling acting CE role	Accommodation	Wellington
9 February 2025	\$1,590.00	Wellington Accommodation 9/2/0225 - 22/2/2025 - filling acting CE role	Accommodation	Wellington
23 February 2025	\$1,590.00	Wellington Accommodation 23/2/2025 - 8/3/2025 - filling acting CE role	Accommodation	Wellington
9 March 2025	\$1,590.00	Wellington Accommodation 9/3/20205- 22/3/2025 - filling acting CE role	Accommodation	Wellington
23 March 2025	\$1,590.00	Wellington Accommodation - 23/3/2025- 5/4/2025 - filling acting CE role	Accommodation	Wellington
6 April 2025	\$1,590.00	Wellington Accommodation - 6/4/2025 - 19/4/2025 - filling acting CE role	Accommodation	Wellington
20 April 2025	\$1,590.00	Wellington Accommodation - 20/4/2025 - 3/5/2025 - filling acting CE role	Accommodation	Wellington
17 May 2025	\$1,590.00	Wellington Accommodation - 04/5/25-17/5/25 - filling acting CE role	Accommodation	Wellington
18 May 2025	\$795.00	Wellington Accommodation 18/5/2025 - 24/5/2025 - filling acting CE role	Accommodation	Wellington
Total other expenses	\$15,451.37	Check - there are no hidden rows with data	Check - each entry provides sufficient information	
Notes				
* Any non-standard date format or date outside 1 July - 30 June will raise an alert. Check entry and select 'Yes' to accept/continue.				
Insert additional rows as needed: right click on a row number (left of screen) and select Insert - this will insert a row above selected row.				
Total cost will appear automatically once you put information in rows above.				
Mark clearly if there is no information to disclose - provide a note to this effect in the 'Date' column (column A).				

Public Service Secretary or Chief Executive Gifts and Benefits Disclosure					
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Disclosure period start	1 January 2025				
Disclosure period end	30 June 2025				
GST on values					
Agency totals check					
Gifts and Benefits over \$50 annual value <i>Include all gifts, invitations to events and other hospitality, of \$50 or more in total value per year, offered to the Public Service secretary or chief executive by people external to the Public Service. Include all gifts, invitations or other hospitality whether accepted or declined.</i>					
Date(s)*	Description (e.g. event tickets, etc.)	Was the gift accepted? (drop-down list in cell)	Offered by (who made the offer?)	Estimated value in NZ\$ (drop-down list in cell but provide specific value if possible)	Other comments (e.g. if given to others, whom?)
Total count of gift/benefit entries:	Offered	0	Check - there are no hidden rows with data	Check - each entry provides sufficient information	
	Accepted	0			
	Declined	0			
Notes					
* Any non-standard date format or date outside 1 July - 30 June will raise an alert. Check entry and select 'Yes' to accept/continue. Insert additional rows as needed: right click on a row number (left of screen) and select Insert - this will insert a row above selected row. A one-off offer of something worth \$25 is not included, but if the offer is made more than once a year, it should be disclosed. Include items such as invitations to functions and events, event tickets, gifts from overseas counterparts and commercial organisations (including that accepted by immediate family members). Include gifts and benefits that are declined. Number of gifts/benefits will update automatically once you put information in rows above. Mark clearly if there is no information to disclose - provide a note to this effect in the 'Date' column (column A).					